

Wednesday, 22 January 2025

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AUDIT AND GOVERNANCE COMMITTEE

You are summoned to a meeting of the Audit and Governance Committee which will be held in Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Thursday, 30 January 2025 at 6.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Audit and Governance Committee

Councillors: Carl Rylett (Chair), Ruth Smith (Vice-Chair), Joy Aitman, Andrew Beaney, Jane Doughty, David Jackson, Edward James, David Melvin, Elizabeth Poskitt, Nigel Ridpath, Sandra Simpson

Independent Members: Gemma Collings and Richard Deuttenburg

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Minutes of Previous Meeting (Pages 5 - 10)**
To approve the minutes of the meeting held on 28 November 2024.
2. **Apologies for Absence**
To receive any apologies for absence. The quorum for the Audit and Governance Committee is 4 Members.
3. **Declarations of Interest**
To receive any declarations from Members of the Committee on any items to be considered at the meeting
4. **Participation of the Public**
To receive any submissions from members of the public, in accordance with the Council's [Public Participation Rules](#).
5. **Strategic Risk Register (Pages 11 - 20)**
Purpose:
The report brings to Members the current version of the Strategic Risk Register for information and assurance that risks to the Council are being managed and appropriate actions are being taken to mitigate risk.

Recommendation:
That the Audit and Governance Committee resolves to:
 1. Note the contents of the report and annex.
6. **Auditor's Annual Report on West Oxfordshire District Council (Value for Money Arrangements and Recommendations) (Pages 21 - 48)**
Purpose:
To provide Members with the Auditor's Annual Report on Value for Money Arrangements and Recommendations 2023/24.

Recommendations:
That the Audit and Governance Committee resolves to:
 1. Note the contents of the report and annex.

7. **Final 2023/24 Audit Findings Report (ISA260) and Statement of Accounts for West Oxfordshire District Council (Pages 49 - 190)**

Purpose:

This report presents the Audit Findings Report and Audited Statement of Accounts for the period 1 April 2023 to 31 March 2024.

Recommendations:

That the Audit and Governance Committee resolves to:

1. Note the contents of the report and annexes.
2. Approve the Statement of Accounts 2023/24, including the Annual Governance Statement; and
3. Authorise the Chief Finance Officer and the Chair of the Committee to write a Letter of Representation on behalf of the Committee and Council to Bishop Fleming to enable the opinion to be issued.

8. **Internal Audit Progress Report (Pages 191 - 218)**

Purpose:

To present a summary of the audit work concluded since the last meeting of this Committee.

Recommendations:

That the Audit and Governance Committee resolves to:

1. Note the report.

9. **Audit and Governance Committee Work Programme 2024/25 (Pages 219 - 222)**

Purpose:

For the Committee to review and note its work programme for the remainder of 2024/25.

Recommendation:

That the Audit and Governance Committee resolves to:

1. Note the Committee's Work Programme for 2024/25.

(END)